

REGULAR COUNCIL MEETING MARCH 8, 2011

The regular meeting of the Council of the Town of Altavista was held in the Council Chambers of the Municipal Building, 510 Seventh Street on March 8, 2011 at 7:00 p.m.

1. Mayor Burgess called the meeting to order and presided.
2. Rev. John Franklin, Lambs United Methodist Church, gave the invocation.

Council members
present:

Mr. J.R. Burgess
Mr. Ronald Coleman
Mrs. Beverley Dalton
Mr. Charles Edwards
Mr. Bill Ferguson
Mr. Jay Higginbotham
Mr. Michael Mattox

Also present:

Mr. J. Waverly Coggsdale, III, Town Manager
Mrs. Tobie Shelton, Finance Director
Mr. Dan Witt, Assistant Town Manager
Chief Clay Hamilton, Police Department
Deputy Chief Kenneth Walsh, Police Department
Mr. John Tomlin, Public Works Director
Mr. John Eller, Town Attorney
Mrs. Mary Hall, Administration

3. Mayor Burgess asked if there were any questions regarding the agenda.

A motion was made by Mr. Mattox, seconded by Mr. Coleman, to approve the agenda.

Motion carried:

VOTE:	Mr. J.R. Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Bill Ferguson	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Mike Mattox	Yes

4. Mayor Burgess asked if there were any questions regarding the minutes of the February 8, 2011 Town Council Meeting.

A motion was made by Mr. Mattox, seconded by Mr. Ferguson, that the minutes of February 8, 2011 Town Council Meeting be approved as presented.

Motion carried:

VOTE:	Mr. J.R. Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Bill Ferguson	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Mike Mattox	Yes

5. Financial Statements

6. Public Comments

Mayor Burgess asked if anyone would like to address Council regarding any issue not listed on the agenda. No one came forward.

7. Special Items or Recognition

Mayor Burgess presented Mr. Morgan Allen, Jr. with a resolution on his retirement from the Town of Altavista on February 28, 2011.

RESOLUTION HONORING THE SERVICE OF
W. MORGAN ALLEN, Jr.
ON THE OCCASION OF HIS RETIREMENT
FROM THE TOWN OF ALTAVISTA

WHEREAS, W. Morgan Allen, Jr. served the Town of Altavista for over ten (10) years as Finance Director/Treasurer until his retirement on February 28, 2011; and

WHEREAS, Morgan honorably served in the U.S. Air Force from 1967 to 1971 and is a Vietnam Veteran; and

WHEREAS, Morgan was previously employed by local corporations; Burlington Industries (1972 – 1988) and The Lane Company (1988- 2000) prior to coming to the Town of Altavista; and

WHEREAS, Morgan has dedicated his time as the Town's Finance Director/Treasurer to the advancement of many policies and programs that have greatly assisted the Town to be on strong financial standing; and

WHEREAS, Morgan also proved his versatility by serving as the Town Clerk and temporarily serving as interim town manager; and

WHEREAS, Morgan was a true asset to the Town and worked tirelessly with the Town staff and the Town Council to enhance the quality of life for the entire community; and

WHEREAS, during his tenure, Morgan was an integral member of the Town of Altavista, setting an example as a model employee for integrity, work ethic and professionalism to his co-workers; and

WHEREAS, Morgan further demonstrates his dedication and commitment as a member of the Virginia Tech Golden Hokie Club and a true fan of the Hokies; and

Now, THEREFORE, BE IT RESOLVED by the Altavista Town Council that the Council hereby honors and praises W. Morgan Allen, Jr. for his extraordinary commitment to serving the citizens of Altavista during his tenure with the Town of Altavista and publicly thanks Morgan for his dedication to the Town of Altavista and its citizens.

Adopted the 8th day of March 2011.

J.R. Burgess, Mayor

Attested:

J. Waverly Coggsdale, III, Town Manager

Mr. Allen thanked the Mayor, Council, staff and the citizens of the Town for the privilege to serve the Town as Finance Director.

Mr. Coggsdale read Mr. Phillip Bennett's resolution on the occasion of his retirement from the Town on February 1, 2011.

RESOLUTION HONORING THE SERVICE OF
PHILLIP BENNETT
ON THE OCCASION OF THIS RETIREMENT
FROM THE TOWN OF ALTAVISTA

REGULAR COUNCIL MEETING MARCH 8, 2011

WHEREAS, Phillip Bennett served the Town of Altavista for over twenty-eight (28) years in the Waste Water Treatment Plant until his retirement on February 1, 2011; and

WHEREAS, Phillip served in the U.S. Navy from 1970 to 1973; and

WHEREAS, Phillip was hired by the Town in September 1982 as a Trainee and worked his way through the departmental ranks; Class IV Operator (1983); Class III Operator (1984); Class II Operator/Assistant Superintendent (1985); Plant Superintendent (1995) and ultimately to Plant Manager in 1996; and

WHEREAS, Phillip served the last fourteen (14) years as the Waste Water Treatment Plant Manager and has dedicated his professional career to ensuring Town residents and the surrounding community a safe and high quality sanitary sewer operation; and

WHEREAS, under Phillip's leadership the Waste Water Treatment Plant and it's employees demonstrated a high level of fiscal responsibility and promoted environmental stewardship through the carrying out of many federal and state requirements; and

WHEREAS, during his tenure, Phillip was an integral member of the Town of Altavista, setting an example as a model employee for dedication and professionalism to his co-workers; and

Now, THEREFORE, BE IT RESOLVED by the Altavista Town Council that the Council hereby honors and praises Phillip Bennett for his extraordinary commitment to serving the citizens of Altavista during his tenure with the Waste Water Treatment Plant and publicly thank Phillip for his dedication to the Town of Altavista and its citizens.

Adopted the 8th day of March 2011.

J.R. Burgess, Mayor

Attested:

J. Waverly Coggsdale, III, Town Manager

A motion was made by Mrs. Dalton, seconded by Mr. Mattox, to adopt the resolutions as presented to Mr. Morgan Allen, Jr. and Mr. Phillip Bennett.

Motion carried:

VOTE:	Mr. J.R. Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Bill Ferguson	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Mike Mattox	Yes

Dr. Robert Johnson, Campbell County Schools Superintendent, addressed Council on the ongoing School Facility Planning process. He stated discussions have begun in regards to long range strategic planning; not only for the facilities but the educational programs offered. Two consulting firms have been hired to review the needs of the county school system. A final report will be presented to the Campbell County School Board March 14, 2011. Dr. Johnson stated he will ask the Board to accept the document but not to adopt at this time. Dr. Johnson stated he would also recommend both boards, Campbell County Board of Supervisors and School Board, collectively adopt a capital improvement project that includes school facilities; planning for the next twenty years.

Mr. Higginbotham questioned what the impact on Altavista would be.

Dr. Johnson stated the Steering Committee will continue to maintain the elementary schools with some attendance boundary adjustments once all the data is gathered and adopted. The long range plan concludes Campbell County consolidates four high

schools into two new high schools on two new sites to be determined later. Another recommendation calls for building two middle schools on the same site or renovating the existing schools as middle schools. He mentioned realistically this is a twenty year plan.

Mr. Mattox asked about the traffic problems in front of the Altavista Elementary School and if there is a remedy for it.

Dr. Johnson stated this was not part of the RFP and felt this issue would need an architectural firm to review.

8. Committees

a. Public Works

b. Finance

Altavista EMS request for Town benefits

Mr. Coleman advised the Finance Committee is still in consultation with the AEMS regarding their request for Town benefits.

Ordinance Amendments – Parking Fines

Mr. Coleman advised at last month's Council meeting, the Police Committee reported certain ordinances in regard to parking fines needed to be amended to bring things in line with State Code and to generally update the Town Ordinances. The Finance Committee recommends a public hearing be scheduled at the April 12, 2011 Town Council meeting to receive public comment on updating the parking fine ordinances.

A motion was made by Mr. Coleman, seconded by Mr. Mattox, that a public hearing be scheduled at the April 12, 2011 Town Council meeting to receive comment on updating the parking fine ordinances.

Motion carried:

VOTE:	Mr. J.R. Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Bill Ferguson	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Mike Mattox	Yes

Monitoring Well Testing – WWTP EOP

Mr. Coleman advised at last month's meeting, a quote for monitoring well testing in connection with the Town's inclusion in the Voluntary Remediation Program (VRP) for our WWTP Emergency Overflow Pond was considered. Staff was directed to request three quotes for this service. He stated the Finance Committee has reviewed the quotes and recommends Environmental Alliance be hired for monitoring the well testing.

Mr. Higginbotham requested that when Environmental Alliance produces the health and safety plan, the Town maintain ownership for further investigations. He also requested the Town Manager be allowed to negotiate with them to take the samples to be sent to the University of Central Florida. He further advised of a firm in Louisiana that has some NASA technology where they chemically treat PCBs and the paste after it is treated is nontoxic. If a sample can be pulled from the emergency overflow pond, it will be tested at University of Central Florida to determine if this process would work on the PCBs. Mr. Higginbotham suggested having the same firm that does the groundwater testing take the PCB sampling.

Mr. Coggsdale stated the anticipated cost of sampling is \$1,200.

A motion was made by Mr. Higginbotham, seconded by Mr. Mattox, to accept Environmental Alliance's quote of \$8,700, making certain the Town has ownership of the site specific health and safety plan at the completion of the work and that the Town Manager has authorization to negotiate the taking of the one liter sample of PCBs to be sent to the University of Central Florida.

Motion carried:

VOTE:	Mr. J.R. Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Bill Ferguson	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Mike Mattox	Yes

c. Police Committee

Personnel Exempt Status

Mr. Mattox advised the Police Committee has been reviewing personnel in the police department. With the change in position titles from Captain to Deputy Chief several months ago, the Committee feels this position should be an exempt position. The Committee recommends this action and now the matter will be considered by the Finance Committee.

Mr. Mattox also noted 30 indictments were issued for drug offenses in the last week.

d. Utility Committee

ASSET MANAGEMENT STUDY – Water Distribution System

Mrs. Dalton advised the Utility Committee is reviewing a proposal from WW Associates in regard to conducting an Asset Management Study for the Water Distribution System. This study would inventory our distribution systems fixed assets; provide replacement costs for planning purposes; establish a replacement strategy and timetable; and develop alternatives for distribution improvements. She mentioned the Committee is looking at having a study that is always available and is a resource in terms for capital improvements.

e. Council Economic Development Authority Committee

Mr. Edwards stated he was very pleased with the progress of the Committee. This group is comprised of folks from the Altavista Economic Development Authority, Chamber of Commerce, Council and Town staff. He presented Council with a slide presentation created by Mr. Michael Lobue, member of the Council EDA Committee. A meeting with Mr. Lee Cobb, an industrial recruiter, has been scheduled to determine what can be done to bring jobs to Altavista. Mr. Edwards stated one concern of the Committee is there is no industrial site available in the Town. He felt it was time to start conversing with the County in regards to revenue sharing and/or boundary adjustment. In regards to the new website, Mr. Edwards stated an RFP is being prepared and the Committee would be coming to Council for funding at some point in an effort to recruit industry.

f. Chamber of Commerce

Mrs. Patty Eller, Altavista Chamber of Commerce Director, addressed Council requesting permission to close Third Street in the area of the English Park on June 3rd and June 4th for the Uncle Billy's Day festivities.

A motion was made by Mr. Coleman, seconded by Mr. Mattox, to close Third Street in the area of the English Park on June 3rd and June 4th for the Uncle Billy's Day festivities.

Motion carried:

VOTE:	Mr. J.R. Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Bill Ferguson	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Mike Mattox	Yes

Mrs. Eller gave Council an update on the scheduled activities for the festival.

9. Unfinished Business

10. New Business

a. Altavista On Track

Mr. Jerry Barbee addressed Council on behalf of Altavista on Track to ask permission to hold the 2011 Cruise In events and block Main Street between Pittsylvania Avenue and Amherst Avenue. The events are scheduled to be held on the first Saturday of April, May, July, August September and October from 5:00 p.m. to 8:30 p.m. Mr. Barbee mentioned the merchants through this area were contacted with all being in favor of the Cruise In.

Mr. Mattox stated he was in opposition of the 2010 Cruise In but heard nothing but good comments. It was handled well and was an asset to the community.

A motion was made by Mr. Edwards, seconded by Mr. Mattox, to allow Altavista on Track permission to hold the 2011 Cruise In events and block Main Street between Pittsylvania Avenue and Amherst Avenue.

Motion carried:

VOTE:	Mr. J.R. Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Bill Ferguson	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Mike Mattox	Yes

b. April Public Hearing-Dominion Power-Special Use Permit Amendment

Mayor Burgess advised the Altavista Planning Commission held their public hearing on the Special Use Permit amendment for Dominion Power (Altavista Power Station). The Planning Commission submitted a recommendation for Council's consideration.

Mr. Mattox asked the public hearing date be set for May instead of April because this would be the only opportunity the citizens of Altavista will have to voice their opinion. Some studies will not be available until early May.

Mr. Higginbotham agreed all the data needs to be available before conducting a public hearing.

Mr. Mattox stated there would be a street study for the intersection of Wood Lane and Main Street.

Mr. Higginbotham stated aside from that, alternative routes need to be considered; asking specifically if Seventh Street could be extended to Clarion Road to relieve some of the truck traffic on Main Street.

Mr. Mattox suggested a committee review these issues.

Mr. Ferguson stated as a member of the Planning Commission he felt protocol was being followed and asks that Council move forward with the public hearing at the April 12th Council meeting.

Mrs. Dalton clarified the study would be available for review April 7th with the Council meeting being April 12th.

Mr. Higginbotham felt with the number of trucks entering Town, more than five days was needed to review the study and make a decision.

Mrs. Dalton questioned if this public hearing is delayed a month, how this would affect Dominion Power and their timeframe.

Mr. Emil Avram, representative of Dominion Virginia Power, spoke in regard to the schedule. They are requesting this be heard at the April meeting and plan to have all the required data available. Delaying the Public Hearing until the May meeting could jeopardize their plans and schedule. State approval and regulatory processes have to begin in June and certain internal processes have to occur during May. A May hearing would create a very tight timeline for them.

Mrs. Dalton stated she felt Council would not vote on the matter at the April meeting but needs to assimilate the data and comments gathered before making a decision.

Mr. Higginbotham asked if alternate routes have been reviewed.

Mr. Avram stated many options have been looked at and this matter was presented to the Planning Commission. There are no other viable options to bring fuel into the Power Station at this time.

Mr. Mattox felt by holding the public hearing next month, Council was denying the citizens the opportunity to review the information presented in a timely manner before the public hearing.

A motion was made by Mr. Ferguson, seconded by Mr. Coleman, to schedule a public hearing for the April 12th, 2011 Council meeting to receive public comment on the proposed amendments to the Dominion Virginia Power's Special Use Permit.

Motion carried:

VOTE:	Mr. J.R. Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	No
	Mr. Bill Ferguson	Yes
	Mr. Jay Higginbotham	No
	Mr. Mike Mattox	No

c. Appointments

i. Recreation Committee

To discuss in Closed Session

11. Town Manager's Report

a. Project Updates

VDOT Enhancement Project and Downtown Utility Replacement Project

Project 2 Pre-Bid meeting will be held on Wednesday, March 9th.

Bid Opening is set for Wednesday, March 23rd.

Community Development Block Grant

Façade Improvements

Streetscape (Gateway Park)

Completed.

Upper Story Housing

Contracts have been signed on most units.

Marketing

Way finding signage installed.

Library Roof project

Work has begun on the project.

Armory Reuse

Proposals have been received and the Committee is short listing firms for interviews.

Mr. Edwards asked if there was any possibility Council would consider accepting information on the structure itself and conditions to bring it up to code and the cost thereof at no charge.

Mr. Coleman questioned exactly what was the Committee asking for.

Mr. Ferguson stated one topic of discussion among the Committee is what the armory could be used for.

Mr. Higginbotham stated the RFP calls for a facility condition assessment.

Mr. Coggsdale clarified this will assess the physical structure of the building.

Mr. Coleman stated he would be agreeable to the idea but would like to first know what the proposals are.

Mr. Edwards stated several people have been identified with the expertise; they are contractors.

Mr. Coggsdale stated the people who submitted the RFPs are architects. One of the firms did similar type of work for an armory in the Washington, D.C. area.

Mr. Mattox stated he too would be supportive of this once the proposals are in.

Mr. Edwards felt there was no downside to what he was suggesting by getting information from the folks who actually do the work at no cost.

Mr. Mattox felt a certified document was needed where an appraiser comes in and it's not too expensive, Council should go in that direction. He saw no downside to Council requesting the proposals and then comparing that to what Council is willing to spend.

Mayor Burgess stated depending on the condition of the building, Council may want to have the building removed.

Mr. Higginbotham offered there are some qualified people in the Town who are willing to offer their time for free.

A motion was made by Mr. Mattox, seconded by Mr. Edwards, to get a free pre-assessment on the armory and delaying the RFP process.

Motion carried:

VOTE:	Mr. J.R. Burgess	Yes
	Mr. Ronald Coleman	No
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Bill Ferguson	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Mike Mattox	Yes

Mayor Burgess appointed Mr. Edwards to assist Mr. Coggsdale with this process.

WWTP Emergency Overflow Pond

Discussed previously in meeting.

a. Reports

- i. Departmental
- ii. Other

b. Other Items as Necessary

Mr. Coggsdale advised of the Council Budget Work Session scheduled for March 28th at 6:00 p.m.

c. Information Items

d. Matters from Town Council Members

Mayor Burgess commented on how nice the wall looks near the high school. This wall was part of the Dalton Estate.

e. Closed Session

I move that the Altavista Town Council convene in closed session in accordance with the provisions set out in the *Code of Virginia*, 1950, as amended,

Section 2.2-3711 (A)(1) regarding discussion, consideration, or interviews of prospective candidates for appointment to the Economical Development Authority

Section 2.2-3711 (A)(3) regarding discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body

Section 2.2-3711 (A)(5) regarding discussion concerning a prospective business or industry or the expansion of an existing industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

A motion was made by Mr. Mattox, and seconded by Mrs. Dalton.

Motion carried:

VOTE:	Mr. J.R. Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes

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Mr. Bill Ferguson	Yes
Mr. Jay Higginbotham	Yes

Council went into closed session at 8:25 P.M.
Notice was given that Council was back in regular session 8:58 P.M.

FOLLOWING CLOSED SESSION:
A motion was made by Mr. Edwards, seconded by Mrs. Dalton, to adopt the certification of a closed meeting.

CERTIFICATION OF CLOSED MEETING
WHEREAS, the town council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the town council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Town Council hereby certifies that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the town council.

Motion carried:
VOTE:

Mr. J.R. Burgess	Yes
Mr. Ronald Coleman	Yes
Mrs. Beverley Dalton	Yes
Mr. Charles Edwards	Yes
Mr. Bill Ferguson	Yes
Mr. Jay Higginbotham	Yes
Mr. Mike Mattox	Yes

A motion was made by Mr. Ferguson, seconded by Mrs. Dalton, to re-appoint Mr. Dick McKeel to the Recreation Committee with this term expiring March, 2014.

Motion carried:
VOTE:

Mr. J.R. Burgess	Yes
Mr. Ronald Coleman	Yes
Mrs. Beverley Dalton	Yes
Mr. Charles Edwards	Yes
Mr. Bill Ferguson	Yes
Mr. Jay Higginbotham	Yes
Mr. Mike Mattox	Yes

Mayor Burgess asked if there was anything else to bring before Council.

The meeting ended at 9:00 p.m.

J. R. Burgess, Mayor

J. Waverly Coggsdale, III, Clerk